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28 December 1955

MEMORANDUM FOR: Director of Personnel

SUBJECT: Revised Table of Organization
Project AQUATONE

REFERENCE: Memorandum to Director of Personnel from Project
Administrative Officer, Same Subject, dated 15
September 1955

1. We are herewith submitting changes occasioned by the continuing review of the Table of Organization for Project AQUATONE. The changes as indicated were approved by the Deputy Director (Support) on 13 December 1955.

2. It is therefore requested that necessary amendments be made to the official Table of Organization for the Project to amend the T/O as revised by the Office of Personnel on 21 September 1955, control number 373:

Headquarters

Positions 271 and 272, Intelligence Officer (Scientific), have been added to accommodate Air Force Staff Officers to be assigned to the Operations Section.

Five Communications crypt personnel, positions 273, 274, 417, 418, and 419, have been added to the Operations Section to accommodate personnel necessary to man communications for the Operations Room.

Position 276, Finance Officer, GS-11, has been added to the Administrative Section to enable the Project to cope with increased finance officer responsibilities which will develop from the proposed new funding and contractual relationships to be handled through the Project.

Position 420, Personnel Officer, GS-13, has been added in order that increased emphasis to the personnel manning problems being encountered by the Project and suitable personnel representation at all times in headquarters may be provided. During necessary absence of the present Personnel Officer, the Project has been without suitable personnel representation.

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Position 421, Security Officer, GS-13, and position 422, Security Officer, GS-11, have been added to the Project T/O to provide spaces for Security Office representatives who have been devoting full time and effort to the special security problems engendered by the Project. A clerk-steno, GS-5, (position 423) has been added to provide increased clerical support for these security officers.

Position 424, Clerk-typist, GS-6, position 425, Clerk-steno, GS-6, and position 426, Courier, GS-5, have also been added to the Administrative Section to provide increased support necessitated by the growing volume of correspondence and other records maintained by the administrative element of the Project.

Position 427, Contracting Officer, GS-14, is an addition to assist the present contracting officer in the increased contract negotiations and management necessitated by certain increased contractual additions to the Project.

U. S. Field

We have found it necessary to add the following military positions to our training base in view of recent decisions that certain support activities will not be provided directly by the military: position 428, Control Tower Technician, positions 429 and 430, Aircraft Maintenance Technicians, position 431, Medical Officer, positions 432 and 433, Warehousing Specialist, and positions 434 and 435, Supply Records Specialist.

We have also added position 276, Security Officer, GS-12, to the training base T/O in order to accommodate a security officer who has been detailed full time to our activities on the West Coast. This position formerly appeared on our Base C T/O and should now be starred as a position which eventually will revert to Base C.

Foreign Field

per base

It has been determined that two positions/formerly designated on the Project T/O should be regarded as normal Office of Communication support positions, and it is therefore requested that positions on each base heretofore designated as Communications Technical Analysts be converted to Crypto Technicians (crypt). The addition of crypt technicians is required in view of the increased flow of traffic which has developed during our training activities and which, it is expected, will require the services of these additional personnel during the overseas stay.

We have also found it necessary to add the following military personnel to each base: one Warehousing Supervisor, two Warehousing specialists, and two Aircraft Maintenance Technicians.

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3. Certain adjustments have been made in position titles, and several positions have also been organizationally reassigned within the Project T/O. These are delineated in the attached proposed T/O.

4. The actual net increase in civilian Agency positions is 14; we have been able to reduce the net increase to seven by starring seven positions on the Headquarters or U. S. Field T/O which may be considered duplicate positions which may be required for Base C. In order to avoid a request to the Deputy Director (Support) for an increased civilian ceiling, we eliminated from this T/O seven other civilian positions heretofore appearing on Base C (positions 268, 269, 394, 395, 396, 398, and 277). The Deputy Director (Support), as already indicated, did approve the increase in military personnel from 103 to 128.

5. We would appreciate your cooperation in processing the indicated changes and the receipt of Form 261 as soon as convenient.

FOR THE PROJECT DIRECTOR:

JAMES A. CUMMINGS, JR.
Director of Administration

Attachment:

in duplicate

PCS/DCI:REW:bm
0 & 1 - Addressee
1 - T/O file
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